NOTICE OF REGULAR MEETING OF

BOARD OF TRUSTEES OF

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY

WEDNESDAY, SEPTEMBER 16, 2020

Pursuant to Chapter 241 of the Nevada Revised Statutes, the Board of Trustees of Douglas County Lake Tahoe Sewer Authority hereby notifies all interested parties that a Regular Meeting of the Board will be conducted via Zoom teleconference on September 16, 2020, beginning at 9:30 a.m.

Due to Governor Sisolak's mandated steps to protect against the spread of the coronavirus, the Board of Trustees of Douglas County Lake Tahoe Sewer Authority will participate in this meeting by Zoom teleconference. There will be no physical meeting place. Members of the Public wishing to take part in the meeting may do so by using the link, or phone number and passcode below:

Join Zoom Meeting
https://zoom.us/j/96012879398?pwd=UlI4NGhFNU4yclhFSXZFMDY3cDloQT09

Phone Number: 1- 408- 638- 0968
Meeting ID: 960 1287 9398
Passcode: 017855

Copies of this Notice are posted in the following locations:

Wastewater Reclamation Plant
Highway 50 and Sewer Plant Road
Zephyr Cove, Nevada

U.S. Post Office
Kingsbury Grade
Stateline, Nevada

Lake Village Homeowners Association
Lake Village Clubhouse
Stateline, Nevada

Douglas County Administration Building
175 Highway 50
Stateline, Nevada

The meeting shall be conducted in accordance with the following Agenda. Unless otherwise stated, items may be considered out of order at the discretion of the chairperson. Unless otherwise noted, all items shall include discussion and possible action.

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
REGULAR MEETING AGENDA
WEDNESDAY, SEPTEMBER 16, 2020

Action may be taken on any agenda item unless noted "for discussion only."

Items on the agenda may be taken out of order.

Two or more agenda items may be combined for consideration.

An item may be removed from the agenda or discussion relating to an item may be delayed at any time.

Public comment will be taken on any item on this agenda on which action may be taken, before action is taken on the item.

Every meeting of the Board of Trustees will provide at least two public comment periods in compliance with the minimum requirements of the Open Meeting Law prior to adjournment. In addition, it is the Board's goal to also provide for item-specific public comment. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken. The Chair also retains discretion to limit comment to three minutes per person and only provide for the Open Meeting Law's minimum public comment.

Copies of supporting material, if any, may be requested from Paula East-Janicki by mail at P.O. Box 578, Zephyr Cove, NV 89448 or by telephone at (775) 586-8575. Copies of supporting material, if any, are also available on the Douglas County Lake Tahoe Sewer Authority website: https://www.dcltsa.org.

1. Call Meeting to Order – 9:30 a.m.
2. Roll Call
3. Recognition of Others in Attendance
4. Public Comment - for discussion only
5. Approval of Agenda - **for possible action.**
6. Minutes of Prior Meeting of the Board of Trustees (July 26, 2020) – **for possible action.**
7. Manager's Report (Rob Hopkins)
   A. General Status Report
   B. Discussion and possible action to direct staff to engage Axion Engineering for Engineering and Design Services for replacement of the Emergency Underground Storage Tank system, Tasks 1.0 through Task 4.0 in an amount not to exceed $82,190 – **for possible action.**

8. Engineer's Report

   A. General Projects Status Report.

9. Attorney's Report (Jim Cavilia)

   A. General Status Report

10. Controller's Report

   A. General Status Report

   B. Investment Report

11. Approval of Claims – **for possible action**

12. Reports/updates from Board Trustees concerning the areas or districts they represent – for discussion only.

13. Final Public Comment

14. Adjournment

CERTIFICATE OF POSTING

I hereby certify that, prior to 9:00 A.M. on this date, I personally posted a copy of the foregoing Notice of Public Hearing and Regular Meeting and Agenda of the Board of Trustees of the Douglas County Lake Tahoe Sewer Authority at the following locations:

Douglas County Lake Tahoe Sewer Authority
Wastewater Treatment Plant
Sewer Plant Road/Highway 50
Zephyr Cove, NV 89448

U.S. Post Office
Kingsbury Grade
Stateline, Nevada

Lake Village Homeowners Association
Lake Village Clubhouse
Stateline, Nevada

Douglas County Administration Building
175 Highway 50
Stateline, Nevada

DATED this 11th day of September, 2020.

Print Name: Paula East-Janicki
Title: DCLTSA Controller

4836-9237-4975, v. 1

MINUTES OF SPECIAL MEETING OF
THE BOARD OF TRUSTEES OF
DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
JULY 29, 2020

CALL TO ORDER:

A Meeting of the Board of Trustees of the Douglas County Lake Tahoe Sewer Authority (DCLTSA) was duly convened at 9:30 a.m. on Wednesday, July 29, 2020 at the Wastewater Treatment Plant, Stateline, Douglas County, Nevada.

ROLL CALL:

Present were Trustees Mike Bradford, Darya Vogt, Grant Thompson, Chuck Fagen and Wes Rice, each of whom participated via telephone connection by which everyone at the meeting could hear one another.

RECOGNITION OF OTHERS IN ATTENDANCE:

In attendance in person were Authority Manager Rob Hopkins, Authority Controller Paula East-Janicki and Authority Accounting Clerk, Ying Johnson. Participating via telephone connection by which everyone at the meeting could hear one another were Bob Cook, Authority Engineer, Rob Anderson, and the Authority's legal counsel, Jim Cavilia.

Also, in attendance by telephone was Andrew Hickman of Round Hill General Improvement District (RHGID).

PUBLIC COMMENT:

There was no public comment.

APPROVAL OF AGENDA:

It was moved by Trustee Vogt, seconded by Trustee Fagen and carried unanimously that the agenda be approved and adopted as presented.

MINUTES OF PRIOR MEETING:

It was moved by Trustee Vogt, seconded by Trustee Rice and carried unanimously that the minutes of the Meeting of the Board of Trustees of DCLTSA, dated June 17, 2020 be approved.

Discussion and Possible Execution of a Construction Management at Risk Guaranteed Maximum Price Contract with K.G. Walters Construction Co. Inc. for Phase 2-A of the Treatment Plant Upgrades Project in the Amount of $471,795.

Authority Manager Rob Hopkins explained that the proposed contract was for the next phase of the Treatment Plant Upgrades Project and includes the replacement of concrete slabs and related work that is better completed now, rather than in the fall. Mr. Hopkins recommended that the contract be approved as presented.

Chairman Bradford opened the floor to public comment regarding the matter. There was no public comment.

Following a brief discussion among the Trustees, **it was moved by Trustee Rice, seconded by Trustee Vogt and carried unanimously that staff be directed to execute the Construction Management at Risk Guaranteed Maximum Price Contract with K.G. Walters Construction Co. Inc. for Phase 2-A of the Treatment Plant Upgrades Project in the Amount of $471,795 as presented.**

MANAGER'S REPORT:

A. General Status Report

Authority Manager Rob Hopkins presented the Board with a written summary of various general matters related to the Authority and briefly summarized each item in the written report. The written report is incorporated in these minutes by this reference.

Mr. Hopkins indicated that after several meetings with Nevada Department of Environmental Protection (NDEP) regarding replacement of a portion of the Authority's Export Force Main, it was agreed that the Authority could utilize its emergency effluent storage reservoir at the plant.

Mr. Hopkins reported that a degraded section of six-inch diameter sewer line in the Highway 50 casino core was recently replaced with an eight-inch sewer line to accommodate future flows.

The concrete rehabilitation and coating work of aeration basins 5 through 8 was completed ahead of schedule as a result of reduced flows from the COVID-19 shutdown. Mr. Hopkins added that secondary clarifier number 4 and aeration basin number 5 were in service over the Fourth of July weekend and will remain in service to accommodate peak summer tourism flows.

Mr. Hopkins stated that inspection of the Authority's export pipeline in the Carson Valley was ongoing to address issues of access and erosion in order to ensure proper operation of the line.

Mr. Hopkins reported that on July 6th, at the request of Park Cattle Company, effluent flows were diverted to Park Ranch for irrigation purposes.

With regard to the Tahoe South Events Center, Mr. Hopkins reported that preliminary fixture counts have been completed in order to calculate connection fees. At the request of the developer, the Authority has agreed that the connection fees will be assessed at the time the project breaks ground which is anticipated to be in May of 2021.

In response to a question from Trustee Thompson, Mr. Hopkins indicated that after inspecting the facility, NDEP officials were agreeable to the Authority's temporary use of its emergency underground storage facility if necessary.

Chairman Bradford opened the floor to public comment regarding the matter. There was no public comment.

ENGINEER'S REPORT:

A. General Projects Status Report

In addition to his participation in the Manager's Report, Rob Anderson presented correspondence dated July 27, 2020 briefly summarizing various issues that R.O. Anderson Engineering has been involved with on behalf of the Authority. The July 27, 2020 correspondence is incorporated in these minutes by this reference.

Mr. Anderson reported that he worked with Authority staff on the fixture count for the Tahoe South Events Center (TSEC) and the issuance of a conditional approval letter, as well as a boundary line adjustment related to the events center development.

Mr. Anderson indicated that his office issued a letter recommending that the TSEC be required to replace two undersized segments of existing sewer main.

With regard to the Highway 50 sewer main repairs, Mr. Anderson reported that underground work has been completed and that the Nevada Division of Transportation is requiring repaving of the full lane width of Highway 50.

Mr. Anderson stated that he has been working with Authority staff on the emergency repairs of the export force main.

With regard to the ongoing sewer metering reconciliation, Mr. Anderson indicated that they now have five months worth of data with a very good correlation between the various meters and the Plant inflow meter. Mr. Anderson indicated that an issue remained regarding the relationship of flows from Tahoe Douglas District (TDD) and Round Hill General Improvement District (RHGID). Mr. Anderson stated the TDD meter needed to be repaired or replaced. Trustee Thompson indicate that a new meter was TDD's number one priority and that they are trying to get the meter installed this summer probably after Labor Day when flows should be down. Mr. Anderson thanked Trustee Thompson for his input and indicated that it was prudent to wait until after Labor Day to install the new meter.

Trustee Fagen added that RHGID was in the process of finalizing the size of its new meter. Mr. Hopkins stated that he would continue to work with RHGID to accept the new meter upon verification of its accuracy. Andrew Hickman of RHGID added that upon a final decision being made Rob Hopkins and Rob Anderson will be informed.

Chairman Bradford opened the floor to public comment regarding the matter. There was no public comment.

ATTORNEY'S REPORT:

A. General Status Report

Jim Cavilia indicated that Trustee Rice's term on the Board would be expiring in October and that he had requested of Douglas County that the Douglas County Commission either reappoint Trustee Rice or appoint a new trustee from Douglas County before that time.

Chairman Bradford opened the floor to public comment regarding the matter. There was no public comment.

AUTHORITY CONTROLLER'S REPORT:

A. General Status Report

Ms. East-Janicki reported that operating expenses were more than 10% under budget at the end of May and that even with some significant emergency repair expenses, the Authority should finish the fiscal year within its budget.

As to the status of billing, Ms. East-Janicki reported that Hard Rock and Mont Bleu had recently paid their outstanding obligations to the Authority.

With regard to the Aeration Basin and Plant Upgrades, Ms. East-Janicki indicated that a State Revolving Loan Fund draw of approximately $650,000 was recently released. Additionally, Ms. East-Janicki pointed out that the Authority would not need a more expensive audit based upon the amount of Federal funds received by the Authority in the last fiscal year.

Chairman Bradford opened the floor to public comment regarding the matter. There was no public comment.

B. Investment Report

Ms. East-Janicki had a written summary of the Authority's investments available, showing a total of approximately $9.9 million. Ms. East-Janicki indicated that funds from recently matured Certificates of Deposit have been reinvested in the Local Government Investment Pool.

Chairman Bradford opened the floor to public comment regarding the matter. There was no public comment.

APPROVAL OF CLAIMS:

The claims along with the Authority's check register were provided to the Board. **It was moved by Trustee Vogt and seconded by Trustee Rice that the claims as presented be approved.**

Chairman Bradford opened the floor to public comment regarding the matter. There was no public comment. **The motion passed unanimously.**

Reports/updates from Board of Trustees concerning the areas or districts they represent:

Trustee Rice indicated that Ed's Nugget in Stateline was scheduled to be reopening.

Chairman Bradford opened the floor to public comment regarding the matter. There was no public comment.

PUBLIC COMMENT:

There was no public comment.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 10:30 a.m.

_____

APPROVED

_____

4823-6079-3546, v. 1

Meeting Date: September 16th, 2020

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
Staff Report

Subject / Title:

Authority Manager's Monthly Report – August and September 2020
A. General Status Report

Staff Recommendation:

None. This is an informational item only.

Discussion/Report:

This item serves to afford the Authority General Manager the opportunity to update the DCLTSA Board of Trustees on select activities over the previous month(s).

1. Work on the Emergency Replacement Project on the DCLTSA Export Force Main on Summit Drive and Terrace View in Kingsbury Grade continues to proceed. Potholing work to field-verify potential conflicts with other utilities has been completed. White Rock Construction will begin relocating approximately 300 feet of KGID water main away from the Sewer Force Main Alignment near Burke Creek and along Terrace View in the next few days.

2. Progress on the Treatment Plant Upgrades Project continues. K.G. Walters crews will be pouring a concrete slab to relocate the Carbon Odor Scrubber out of the old Dissolved-Air Flotation building to begin preparing that building to receive the Package Headworks equipment.

3. DCLTSA issued a will-serve letter for Phase II of the Tahoe Beach Club project.

4. DCLTSA was made aware that fraudulent unemployment claims are being made using what appears to be cyber attacks on public agency information system architecture. DCLTSA contacted and utilized cyber-security resources available through POOL / PACT to have our web security tested and inspected. Recommendations made by POOL / PACT professionals are being implemented at DCLTSA.

5. DCLTSA Engineer R.O. Anderson staff reviewed minor Boundary Line Adjustments (BLA) on four existing parcels of record within the Tahoe Beach Club footprint for any conflicts with DCLTSA easements. None were found. Details may be contained in the Engineers report.

6. DCLTSA Engineer R.O. Anderson staff reviewed a request from Tahoe Beach Club to abandon the existing Public Utility Easement (PUE) that currently runs

down the main access road at Tahoe Beach Club. Changes in building plans at Tahoe Beach Club negated the need for the easement, and it presented no issues for DCLTSA. Details may be contained in the Engineers report.

7. DCLTSA Maintenance staff made improvements to the Emergency Storage Reservoir plumbing / piping to facilitate fully draining the reservoir contents via gravity, rather than having to pump out the final few feet of effluent utilizing gas-driven trash pumps. This work will save the Authority money and time when the reservoir is drained back to the Treatment Plant after the Emergency Force Main Replacement Project is completed.

8. DCLTSA Maintenance staff have been quite busy the last several weeks replacing and repairing the roof on the DCLTSA offices and conference room. Doing the work with in-house talent will save the Authority considerable funds (Photo attached).



Meeting Date: September 16th, 2020

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
Staff Report

Subject / Title:

B. Discussion and possible action to direct staff to engage Axion Engineering for Engineering and Design Services for replacement of the Emergency Underground Storage Tank system, Tasks 1.0 through Task 4.0 in an amount not to exceed $82,190.00 – **for possible action.**

Staff Recommendation:

Staff recommends Board authorize DCLTSA staff to engage Axion Engineering for Engineering and Design Services for replacement of the Emergency Underground Storage Tank system, Tasks 1.0 through Task 4.0 in an amount not to exceed $82,190.00.

Discussion/Report:

The proposal by Axion Engineering will develop design and technical specifications for the replacement of the failed Emergency Underground Storage Tank system with a poured-in-place concrete storage tank with similar storage capacity. The requested $82,190.00 will cover plans up to 90% final design. The remaining Tasks 5.0 through 7.0 in the attached proposal may be undertaken when seasonal construction timing and DCLTSA funding sources are determined.

Fiscal Impact:

The requested $82,190.00 would be drawn down from the DCLTSA Construction Fund for Fiscal Year 2020-21.

AUTHORITY CONTROLLER'S

BOARD REPORT – September 16, 2020

General Status Report

At the end of July, our operating expenses were 1.5% over budget. This is largely due to annual permit costs and the Smartcover support agreement coming out in this first month of the year. I expect the amount of salaries expense that we're over to smooth at the first quarter in September.

Ying and I are preparing for the annual audit which begins on September 21, 2020. Due to COVID restrictions, rather than being on site for the whole week, they plan on doing much of the work long distance. It sounds like they might physically be here two days.

Status of Billing

Because so many customers paid their entire bills up front this year, as of September 11, 2020, our In-District receivables were only $7,337. Of that, we hold liens on $5,900 worth.

Construction Fund Update

Regarding the Aeration Basin and Plant Upgrades project, I expect the Treasurer's office to release funds for our 7th draw against the $9,000,000 loan, which will bring the total amount borrowed to date to $2,432, 127.

Construction Fund expenditures have been made in the first 2 months of this fiscal year as follows:

- Aeration Basins and Plant Upgrades Project $153,301
- Underground Storage litigation $39,843

- Emergency Export Pipeline Replacement $22,019

$215,163

The Construction Fund Balance as of this date is $2,045,765.

Investment Report

We have a little more than $10.4 million dollars invested in liquid Wells Fargo and Local Government Investment Pool (LGIP) accounts and longer- term laddered CD's. Those amounts do not include the loan proceed or reserve accounts. All but $2,450,000 of the invested amounts are entirely liquid now, as our CD's continue to get called. LGIP paid .63% interest last year, which is 6 times what we could get to invest in CD's now.

Claims and Check Register

I put copies of the wires and check register from July 17 through September 15, 2020 in the Board packet. If there are no questions, when we can get together again, I will ask that the Treasurer sign them and return them to me for our records.

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY

JULY 2020 - 2021 BUDGET VS. ACTUAL

		JULY	Budgeted	Variance	Comments
Salaries	401.11	$ 119,292.66	$ 105,320.33	$ (13,972.33)	Payout of Leave Benefits
OT/Callback	403.11	$ 687.22	$ 1,579.83	$ 892.61	
Holiday	405.11	$ 1,223.95	$ 1,599.25	$ 375.30	
NTD	407.11	$ -		$ -	
Longevity	409.11	$ -	$ 422.50	$ 422.50	Paid Yearly - December
Stand-By Pay	408.11	$ 1,342.55	$ 1,044.33	$ (298.22)	Increased Standby Hours
Health Insurance	413.11	$ 25,916.81	$ 29,684.08	$ 3,767.27	
State Retirement (PERS)	414/415.11	$ 25,904.82	$ 31,235.25	$ 5,330.43	
SIIS (Workers Comp)	417.11	$ 3,591.33	$ 3,298.08	$ (293.25)	Larger Increase than Expected
Medicare Tax	418.11	$ 1,636.32	$ 1,594.50	$ (41.82)	
Unemployment Insurance	419.11	$ 45.00	$ -	$ (45.00)	Annual Fee
Contract Svcs	496.11	$ -	$ -	$ -	
OPEB Expense	416.11	$ 2,500.00	$ 2,500.00	$ -	
Salaries/Benefits		**$ 182,140.66**	**$ 178,278.17**	**$ (3,862.50)**	
Electric Power	421.11/.14	$ 23,770.35	$ 19,395.83	$ (4,374.52)	Highest Flows of Year
Electric Power - BPS	421.12	$ 1,054.73	$ 1,083.33	$ 28.60	"
Electric Power - MPS	421.13	$ 4,660.53	$ 4,583.33	$ (77.20)	"

JULY 2020 - 2021 BUDGET VS. ACTUAL

		JULY	Budgeted	Variance	Comments
Natural Gas	423.11	$ 205.91	$ 958.33	$ 752.42	Lowest Use Time of Year
Natural Gas - BPS	423.12	$ 30.21	$ 125.00	$ 94.79	"
Natural Gas - MPS	423.13	$ 31.59	$ 33.33	$ 1.74	
Water	425.11	$ 1,117.52	$ 1,033.33	$ (84.19)	
Water - BPS	425.12	$ 289.88	$ 333.33	$ 43.45	
Water - MPS	425.13	$ 1,188.46	$ 908.33	$ (280.13)	
Solid Waste Removal	483.11	$ 446.02	$ 337.92	$ (108.10)	
Utilities		**$ 32,795.20**	**$ 28,792.08**	**$ (4,003.12)**	
Chemicals	470.11	$ 5,520.00	$ 5,833.33	$ 313.33	
Lab Supplies	471.11	$ 266.32	$ 104.17	$ (162.15)	
Supplies		$ -	$ -	$ -	
Chemicals/Supplies		**$ 5,786.32**	**$ 5,937.50**	**$ 151.18**	
Legal Services	460.11	$ 3,150.00	$ 3,916.67	$ 766.67	
Accounting	462.11	$ 265.77	$ 4,404.17	$ 4,138.40	
Legal/Accounting		**$ 3,415.77**	**$ 8,320.83**	**$ 4,905.06**	

JULY 2020 - 2021 BUDGET VS. ACTUAL

		JULY	Budgeted	Variance	Comments
Engineering	450.11	$ 4,595.00	$ 5,833.33	$ 1,238.33	
Engineering - BPS		$ -	$ -	$ -	
Engineering - MPS		$ -	$ -	$ -	
Engineering - In-District		$ -	$ -	$ -	
Consulting	458.11	$ 3,100.00	$ 2,833.33	$ (266.67)	Incld Ann. Debt Management
Engineering/Consulting		**$ 7,695.00**	**$ 8,666.67**	**$ 971.67**	
Maintenance Export Line	430.11	$ -	$ 1,625.00	$ 1,625.00	
Maintenance Collection System	430.19	$ 5,250.00	$ 6,208.33	$ 958.33	
Repairs Collection System	431.19	$ -	$ 541.67	$ 541.67	
Computer Maintenance/Supplies	431/432.11	$ 1,062.50	$ 541.67	$ (520.83)	Data Breach Investigation
Annual Software Licenses	433.11	$ 669.97	$ 2,041.67	$ 1,371.70	Most Due @ End of Year
SCADA Support	434.11	$ 250.00	$ 1,500.00	$ 1,250.00	
Repairs - Vehicles	436.11	$ 456.18	$ 1,004.17	$ 547.99	
Repairs - Mechanical	440.11	$ 1,496.32	$ 3,750.00	$ 2,253.68	
Repairs - Mechanical BPS	440.12	$ -	$ 833.33	$ 833.33	
Repairs - Mechanical MPS	440.13	$ 1,997.99	$ 916.67	$ (1,081.32)	Pulsar Sensors/Transducer Repair
Emergency Repairs	440.3	$ 625.00	$ -	$ (625.00)	

JULY 2020 - 2021 BUDGET VS. ACTUAL

		JULY	Budgeted	Variance	Comments
Repairs Bldg & Grounds	441.11	$ 391.53	$ 1,066.67	$ 675.14	
Repairs Bldg & Grounds - BPS	441.12	$ -	$ 125.00	$ 125.00	
Repairs Bldg & Grounds - MPS	441.13	$ -	$ -	$ -	
Repairs Heating	442.11	$ -	$ 68.75	$ 68.75	
Repairs Heating	442.12	$ -	$ 166.67	$ 166.67	
Repairs Heating	442.13	$ -	$ -	$ -	
Repairs Electrical	443.11	$ -	$ 222.92	$ 222.92	
Repairs Electrical	443.12	$ -	$ 166.67	$ 166.67	
Repairs Electrical	443.13	$ -	$ 41.67	$ 41.67	
Repairs Instruments	444.11	$ 8,658.00	$ 833.33	$ (7,824.67)	Annual Smartcover Support
Equipment Rental	447.11	$ 568.89	$ 583.33	$ 14.44	
Maintenance Supplies	449.11	$ 265.09	$ 591.67	$ 326.58	
Safety Equipment	487.11	$ 763.90	$ 666.67	$ (97.23)	
Odor Control System Maintenance	491.11	$ -	$ 1,583.33	$ 1,583.33	
Repairs/Maintenance		**$ 22,455.37**	**$ 25,079.17**	**$ 2,623.80**	
Casualty Insurance	466.11	$ 6,456.59	$ 7,500.00	$ 1,043.41	
Pollution Liability Insurance	468.11	$ -	$ -	$ -	
Insurance		**$ 6,456.59**	**$ 7,500.00**	**$ 1,043.41**	

JULY 2020 - 2021 BUDGET VS. ACTUAL

		JULY	Budgeted	Variance	Comments
Telephone	427.11/14	$ 1,823.44	$ 1,708.33	$ (115.11)	
Telephone	427.12	$ 87.56	$ 137.50	$ 49.94	
Telephone	427.13	$ -	$ -	$ -	
Small Tools & Equipment	435.11	$ 179.05	$ 585.42	$ 406.37	
Laundry and Linen	482.11	$ -	$ 291.67	$ 291.67	
Forest Svc. Fee	484.12	$ -	$ 41.67	$ 41.67	
Training, Dues & Subscriptions	485.11	$ 1,198.00	$ 416.67	$ (781.33)	
Office Expenses	486.11	$ 1,061.13	$ 1,000.00	$ (61.13)	Recruiting Ad
Travel	488.11	$ -	$ -	$ -	
Sample Testing	490.11	$ 2,332.28	$ 3,560.42	$ 1,228.14	
Operating Lease	494.11	$ -	$ -	$ -	
Biosolids Disposal	493.11	$ 5,482.92	$ 5,000.00	$ (482.92)	Highest Flows of Year
Underground Service Alert	495.11	$ 247.07	$ 41.67	$ (205.40)	Ann. Membership Fee
Permit Fees	497.11	$ 7,658.00	$ 1,104.17	$ (6,553.83)	All Paid at Beginning of Year
Misc Exp and Bank Fees	499.11/480.1	$ 1,088.02	$ 475.00	$ (613.02)	
Other Operating Expenses		**$ 21,157.47**	**$ 14,362.50**	**$ (6,794.97)**	

JULY 2020 - 2021 BUDGET VS. ACTUAL

		JULY	Budgeted	Variance	Comments
Fuels and Lubricants	476.11	$ 985.75	$ 1,738.33	$ 752.58	
Fuels & Lubricants		**$ 985.75**	**$ 1,738.33**	**$ 752.58**	
Total Operating Expenses Thru July		**$ 282,888.13**	**$ 278,675.25**	**$ (4,212.88)**	
				-1.51%	

Douglas County Lake Tahoe Sewer Auth.

AP Check Register (Current by Bank)

Check Dates: 7/17/2020 to 9/15/2020

Check No.	Date	Status	Vendor ID	Payee Name	Amount
BANK ID: WFCHK - WELLS FARGO CHECKING					**101.1000**
9618	07/23/20	P	RO14	MICHAEL ROGERS	$12,677.22
9619	07/30/20	P	AL17	ALHAMBRA	$113.10
9620	07/30/20	P	BAVCO	BACKFLOW APPARATUS & VALVE CO.	$252.70
9621	07/30/20	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$906.64
9622	07/30/20	P	BURGAR	BURGARELLO ALARM, INC.	$159.00
9623	07/30/20	P	DCP&W	DOUGLAS COUNTY PARKS AND WEED	$291.53
9624	07/30/20	P	FR01	FRONTIER	$585.77
9625	07/30/20	P	GR13	GRAINGER	$50.92
9626	07/30/20	P	HOMETO	HOMETOWN HEALTH	$17,782.36
9627	07/30/20	P	LA12	LAWSON PRODUCTS, INC.	$48.90
9628	07/30/20	P	LEWIS	LEWIS ROCA ROTHGERBER CHRISTIE	$17,713.50
9629	07/30/20	P	LIBE	LIBERTY PROCESS EQUIPMENT	$1,329.76
9630	07/30/20	P	LIBERT	LIBERTY UTILITIES	$31.13
9631	07/30/20	P	MET11	METLIFE - GROUP BENEFITS	$2,107.85
9632	07/30/20	P	OREILL	O'REILLY AUTOMOTIVE, INC.	$58.50
9633	07/30/20	P	POL10	POLYDYNE INC.	$5,520.00
9634	07/30/20	P	RO12	ROUND HILL GENERAL IMP. DIST.	$1,185.70
9635	07/30/20	P	SIL4	SILVER STATE ANALYTICAL LAB	$254.00
9636	07/30/20	P	NE44	ST.NEVADA EMPLOYMENT SECURITY	$3,150.00
9637	07/30/20	P	ST09	STANDARD INSURANCE COMPANY	$681.37
9638	07/30/20	P	SU13	SUMMIT PLUMBING CO., LLC	$37,419.57
9639	07/30/20	P	HAEN	THOMAS HAEN COMPANY INC.	$41,047.00
9640	07/30/20	P	UN16	UNDERGROUND SERVICE ALERT,INC.	$247.07
9641	07/30/20	P	UNITED	UNITED RENTALS (NORTH AMERICA)	$296.32
9642	07/30/20	P	US12	USABLUEBOOK	$820.77
9643	07/30/20	P	VI12	VISION SERVICE PLAN - (AT)	$282.30
9644	07/30/20	P	WE12	Western Envir. Testing Lab	$292.29
9645	08/13/20	P	AL01	ALLISON, MACKENZIE, Pavlakis	$3,555.00
9646	08/13/20	P	BEACH	BEACH CLUB DEVELOPMENT LLC	$130.00
9647	08/13/20	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$704.62
9648	08/13/20	P	CA12	CARSON VALLEY OIL CO., INC.	$985.75
9649	08/13/20	P	FASTEN	FASTENAL COMPANY	$13.19
9650	08/13/20	P	FREDH	FRED HOWARD	$564.41
9651	08/13/20	P	SMARTC	SMARTCOVER SYSTEMS	$8,658.00
9652	08/13/20	P	HDR01	HDR, ENGINEERING, INC.	$61,966.33
9653	08/13/20	P	SIERRA	DBA SIERRA OFFICE SOLUTIONS	$8.60
9654	08/13/20	P	BOU11	BOULDER EXTERMINATORS, INC	$100.00
9655	08/13/20	P	JO10	JNA CONSULTING GROUP, LLC	$1,000.00
9656	08/13/20	P	SHAW	JOHN SHAW CONSULTING, LLC	$21,612.50
9657	08/13/20	P	KGW	K.G. WALTERS CONSTRUCTION CO.	$18,000.00
9658	08/13/20	P	IKE01	KELVIN IKEHARA	$360.03
9659	08/13/20	P	KI11	KINGSBURY GENERAL IMP. DIST.	$1,407.40
9660	08/13/20	P	KI12	KINGSBURY HARDWARE	$35.84
9661	08/13/20	P	LES-SL	LES SCHWAB TIRES	$66.00
9662	08/13/20	P	AGUILA	MANNY AGUILAR	$135.50
9663	08/13/20	P	MUNI	MUNIQUIP, LLC	$1,990.00
9664	08/13/20	P	NE49	NEVADA NEWS GROUP	$495.25
9665	08/13/20	P	NE2334	NV DIV OF ENVIR PROTECTION	$110.00
9666	08/13/20	P	NV01	NV ENERGY	$24,951.16
9667	08/13/20	P	EA13	PAULA EAST-JANICKI	$644.95
9668	08/13/20	P	AN12	R.O. ANDERSON ENGINEERING, INC	$30,610.00
9669	08/13/20	P	VAN1	RICK VAN HORN	$264.21
9670	08/13/20	P	COOK	ROBERT COOK	$2,100.00
9671	08/13/20	P	SWAN	SCOTT SWANSON	$509.40
9672	08/13/20	P	SIL4	SILVER STATE ANALYTICAL LAB	$381.00
9673	08/13/20	P	SO10	SOUTH TAHOE REFUSE, INC.	$353.52

*** Check Status Types: "P" - Printed ; "M" - Manual ; "V" - Void (Void Date); "A" - Application; "E" - EFT**
**** Denotes broken check sequence.**

Douglas County Lake Tahoe Sewer Auth.

AP Check Register (Current by Bank)

Check Dates: 7/17/2020 to 9/15/2020

Check No.	Date	Status	Vendor ID	Payee Name	Amount
9674	08/13/20	P	SO13	SOUTHWEST GAS CORP.	$247.59
9675	08/13/20	P	NE42	STATE OF NV. P.E.B.P.	$1,477.16
9676	08/13/20	P	TA01	TAHOE BASIN CONTAINER SVC.,INC	$3,541.50
9677	08/13/20	P	US12	USABLUEBOOK	$440.63
9678	08/13/20	P	VER	VERIZON	$316.36
9679	08/13/20	P	WF01	WELLS FARGO	$2,750.78
9680	08/13/20	P	WE12	Western Envir. Testing Lab	$573.38
9681	08/13/20	P	WE18	WESTERN NEVADA SUPPLY CO.	$1,833.05
9682	08/13/20	P	WORKS	WORKSMART AUTOMATION, INC.	$4,960.00
9683	08/26/20	P	AL17	ALHAMBRA	$86.33
9684	08/26/20	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$901.60
9685	08/26/20	P	CA12	CARSON VALLEY OIL CO., INC.	$732.94
9686	08/26/20	P	CH15	CHARTER COMMUNICATIONS	$89.98
9687	08/26/20	P	CODALE	CODALE ELECTRIC SUPPLY	$48.99
9688	08/26/20	P	DTS	DIGITAL TECHNOLOGY SOLUTIONS	$1,312.50
9689	08/26/20	P	FASTEN	FASTENAL COMPANY	$286.00
9690	08/26/20	P	FR01	FRONTIER	$586.99
9691	08/26/20	P	HDR01	HDR, ENGINEERING, INC.	$45,536.03
9692	08/26/20	P	HOMETO	HOMETOWN HEALTH	$18,979.34
9693	08/26/20	P	SIERRA	DBA SIERRA OFFICE SOLUTIONS	$73.60
9694	08/26/20	P	KGW	K.G. WALTERS CONSTRUCTION CO.	$106,409.33
9695	08/26/20	P	LEWIS	LEWIS ROCA ROTHGERBER CHRISTIE	$24,325.00
9696	08/26/20	P	LIBERT	LIBERTY UTILITIES	$31.95
9697	08/26/20	P	MET11	METLIFE - GROUP BENEFITS	$2,098.10
9698	08/26/20	P	OREILL	O'REILLY AUTOMOTIVE, INC.	$211.49
9699	08/26/20	P	OLIN	OLIN CORP - CHLOR ALKALI	$4,362.91
9700	08/26/20	P	RO12	ROUND HILL GENERAL IMP. DIST.	$1,221.20
9701	08/26/20	P	ST09	STANDARD INSURANCE COMPANY	$681.37
9702	08/26/20	P	SU13	SUMMIT PLUMBING CO., LLC	$4,725.00
9703	08/26/20	P	US12	USABLUEBOOK	$375.80
9704	08/26/20	P	VI12	VISION SERVICE PLAN - (AT)	$282.30
9705	08/26/20	P	WE12	Western Envir. Testing Lab	$554.08
9706	08/26/20	P	WE18	WESTERN NEVADA SUPPLY CO.	$619.14
				BANK WFCHK REGISTER TOTAL:	**$557,690.35**
				GRAND TOTAL :	**$557,690.35**

*** Check Status Types: "P" - Printed ; "M" - Manual ; "V" - Void (Void Date); "A" - Application; "E" - EFT**
**** Denotes broken check sequence.**

Douglas County Lake Tahoe Sewer Auth.

GL Entry Report - Batch Order

Year: 2021 / Date: 7/15/2020 - 9/15/2020

Entry #	Date	Document	Job	Account	Description	Debits	Credits	Balance
BATCH: 6839	**JOURNAL: B**		**STATUS: Posted**	**PERIOD: 2021 - 1**	**CREATED: 07/08/20 by YHJ**			
129741	07/15/20			414.1100	JUNE PERS CONTRIBS	$12,926.31	$0.00	$12,926.31
129742	07/15/20			415.1100	JUNE PERS CONTRIBS	$12,926.32	$0.00	$25,852.63
129743	07/15/20			101.1000	JUNE PERS CONTRIBS	$0.00	$25,852.63	$0.00
					BATCH 6,839 TOTALS:	**$25,852.63**	**$25,852.63**	**$0.00**
BATCH: 6862	**JOURNAL: B**		**STATUS: Posted**	**PERIOD: 2021 - 1**	**CREATED: 07/21/20 by YHJ**			
129982	07/20/20			417.1100	4TH QTR WORKERS' COMP	$11,829.25	$0.00	$11,829.25
129983	07/20/20			101.1000	4TH QTR WORKERS' COMP	$0.00	$11,829.25	$0.00
					BATCH 6,862 TOTALS:	**$11,829.25**	**$11,829.25**	**$0.00**
BATCH: 6881	**JOURNAL: B**		**STATUS: Posted**	**PERIOD: 2021 - 2**	**CREATED: 08/05/20 by YHJ**			
130095	08/14/20			414.1100	JULY PERS CONTRIBS	$12,952.41	$0.00	$12,952.41
130096	08/14/20			415.1100	JULY PERS CONTRIBS	$12,952.41	$0.00	$25,904.82
130097	08/14/20			101.1000	JULY PERS CONTRIBS	$0.00	$25,904.82	$0.00
					BATCH 6,881 TOTALS:	**$25,904.82**	**$25,904.82**	**$0.00**
					TOTAL OF ALL JOURNAL(S):	**$63,586.70**	**$63,586.70**	